

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

PRESENT: Parella, Herreshoff, Calouro, Stuart, and Sweeney

ALSO PRESENT: Antonio A. Teixeira, Town Administrator  
Julie Goucher, Town Treasurer

The Council met in workshop session on Thursday evening, March 21, 2013 in the Town Hall, Council Chambers, beginning at 7:05 o'clock PM, Council Chairman Parella presiding:

**406 - Board of Canvassers  
Frances C. O'Donnell, Chairman**

Ms. O'Donnell noted that there are no elections planned for the upcoming fiscal year. She added that the Board would seek funds from the Council should a special election be called.

The Council made no changes to this budget line.

**CDBG Application  
Geraldine Turbeville, Program Manager  
Diane M. Williamson, Director of Community Development**

Ms. Turbeville reported that the Town must compete with thirty-three towns for the funding it may receive. She reported that the advisory committee, consisting of Ms. Turbeville, Director of Community Development Williamson, N. Diane Davis, Human Services Director Carusi, Oryann Lima, Town Treasurer Goucher and Anthony Murgo (Planning Board) met to evaluate the applications for this year's application.

Ms. Turbeville explained the details of the application.

A discussion ensued regarding the scope of the application and the support of the Bristol Industrial Park. Ms. Turbeville explained that the State committee is interested in the long-term feasibility of the project.

Ms. Turbeville explained that the funds discussed are not derived from the Town treasury but rather come from the Federal Government via the State of Rhode Island.

A further discussion ensued regarding the Bristol Industrial Park with Director of Community Development Williamson explaining that the current contract with the

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

State stipulates that the Town will do a feasibility study prior to future funding. She suggested that the study is intended to make the State "comfortable" with the project.

Council Chairman Parella asked to know if the Federal "sequester" will have an impact on this application with Ms. Turbeville stating that she did not anticipate any issues with this in 2013 since the funding for CDBG must be approved one year in advance.

Councilman Stuart asked to know which "large building" was under consideration for the improvements with Ms. Turbeville responding that it is Building #215.

Ms. Turbeville noted that the focus of this part of the application is job creation.

Councilman Calouro asked to know for whom the jobs are being created with Ms. Turbeville responding that the goal is to create jobs for those with low to moderate incomes.

A discussion ensued regarding the proposed roof project at the Bristol Industrial Park with Councilman Calouro asking to know what happens if the project was over-funded with Ms. Turbeville responding that the Town may ask the State if the extra funds can be reprogrammed for something else.

Council Chairman Parella asked to know if CDBG funds can be used to fund the Center for Economic Development with Ms. Turbeville responding that the Town would not be eligible for this since less than 50% of the Town is low to moderate income. The economic development application would require a larger portion of the population to be low to moderate income such as in Central Falls.

Director of Community Development Williamson reported that the Town was encouraged to apply for economic development in the past but that there now appears to be a change in philosophy on the part of the State officials who approve the application.

Ms. Turbeville informed the Council that the completed application will be presented to its honorable body for approval at the meeting of March 27, 2013.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Council Chairman Parella noted that the opportunity to discuss the CDBG application is at this time so as to avoid a protracted discussion during the Council meeting.

Councilman Calouro asked to know if the Town may apply for more than the amount suggested by Ms. Turbeville with Ms. Turbeville responding that there is a cap.

Council Chairman Parella asked to know if the Explore Bristol initiative could be part of the application with Ms. Turbeville noting that the beneficiaries of the Explore Bristol initiative are not necessarily at low to moderate income levels.

Councilman Herreshoff noted that Cornerstone is part of the application and asked to know if this was problematic with Ms. Turbeville responding that this is not the case.

Councilman Calouro asked to know how the public is informed about the application process with Ms. Turbeville responding that her office holds a public hearing and also that the application period is posted.

**405 - Boards and Commissions**

**North and East Burial Grounds (Commissioners of the Cemeteries)**

**Enzly Ramsay, Superintendent**

Mr. Ramsay informed the Council that the Commissioners will approve maintenance for the East Burial Ground commensurate with the available funds. He noted that the amount recommended would not allow for the repair of headstones which is accomplished when funds are available.

Mr. Ramsay also informed the Council that the East Burial Ground does not have a trust fund and that the only funds available for work in that particular cemetery is derived from this appropriation.

A discussion ensued regarding the repair of headstones with Mr. Ramsay reporting that many of these will be lost over time.

Councilman Sweeney asked to know what will be accomplished with the \$10,000 recommended with Mr. Ramsay responding that the Commissioners will be able to order only basic maintenance.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Council Chairman Parella suggested that the Department of Public Works may be able to provide assistance with the cleanup of the East Burial Ground.

The Council made no changes to this budget line.

**Personnel Board**

The Council made no changes to this budget line.

**704 - Fire Department  
Robert J. Martin, Chief**

Fire Chief Martin noted that the third party billing results in approximately \$650,000 in revenues.

Council Chairman Parella asked to know about the Air Paks with Fire Chief Martin explaining that the Department received a grant in the amount of approximately \$200,000 to replace Air Paks. He noted that the old Air Paks were at the end of their service life. He added that the Town must match 10% of the grant award.

A discussion ensued regarding the EMA expense.

Council Chairman Parella asked to know why stipends were not included in the Salaries line.

Fire Chief Martin and Town Administrator Teixeira agreed to review the terminology.

Councilman Sweeney asked to know if Fire Chief Martin was in agreement with Town Administrator Teixeira on the budget recommendation with Fire Chief Martin responding that he was in agreement.

Councilman Stuart asked to know when bicycles are utilized with Fire Chief Martin responding that bicycles are utilized during 4<sup>th</sup> of July activities and also during weekends on the bicycle path.

A discussion ensued concerning the individual stipends with Fire Chief Martin noting that the Department agrees to maintain these per the current budget.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Concerning the Department's capital budget, Fire Chief Martin explained that he is working with Town Administrator Teixeira to set aside restricted funds to pay for fire apparatus in the future.

Councilman Herreshoff asked to know how the planned \$300,000 fulfills the Town capital plans with Town Treasurer Goucher noting that a large portion of the capital budget is being allocated toward the Poppasquash Road water problems. She noted that the budget, as recommended by Town Administrator Teixeira contains \$300,000 in capital funds. The departmental requests total over \$3.24 million.

Councilman Herreshoff asked to know how much of the capital request was "real."

Town Treasurer Goucher responded that the administration will have to prioritize.

A discussion ensued regarding the capital budget with Council Chairman Parella recalling that there has not been a formal capital budget for some time and that this was replaced by the capital "pool" of funds.

Councilman Herreshoff suggested that the Council should review a more detailed capital budget request prior to setting the amount of the "pooled" funds.

Council Chairman Parella suggested that those projects which may be funded through bond derived from referenda should be eliminated from consideration for pooled capital funds.

Town Administrator Teixeira explained that more information will be available at the next budget workshop session.

Council Chairman Parella noted that the current budget, as recommended by Town Administrator Teixeira and the anticipated tax rate is based upon \$300,000 for capital. She noted that the Council will either have to increase the budget and the tax rate if the capital budget increases.

Town Treasurer Goucher agreed to provide a spreadsheet for Council consideration at the next scheduled workshop (March 25, 2013).

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Fire Chief Martin stated that he believes it best to put forth a 25 year capital plan with an annual appropriation of approximately \$100,000 to fulfill the plan.

Council Chairman Parella suggested that future capital budgets might include \$300,000 for immediate needs and \$200,000 for future needs.

Town Administrator Teixeira noted that Fire Chief Martin, Police Chief Canario, and Town Treasurer Goucher have put together a long-range plan.

Town Treasurer Goucher noted that low interest loans may be available to cover capital needs.

The Council made no changes to this budget.

**General Discussion/Recap**

Council Chairman Parella noted that she spoke with Town Treasurer Goucher and Town Administrator Teixeira regarding exceeding the budget cap.

Town Treasurer Goucher explained several options for fund balance contributions to the budget. She noted that the cap may be exceeded due to use of fund balance, the motor vehicle phase-out loss of revenue and the loss of general revenue sharing. She noted that the cap is exceeded by \$458,000.

Councilman Herreshoff noted that the cap is 4% and asked to know the new levy with Town Treasurer Goucher responding that the levy is 5.3%.

A discussion ensued regarding the proposed tax rate increase.

It was noted that the City of Pawtucket is requiring a supplemental tax of \$3 per \$1000 of assessed valuation.

Councilman Herreshoff stated that he would like for the Council to consider further savings in this year's proposed budget. He asked to know the cost of the salary increases for non-union personnel as proposed by Town Administrator Teixeira with Town Treasurer Goucher responding that the total cost of this increase for the year is \$57,721.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Town Administrator Teixeira noted that the recommended increases, exclusive of several specific recommended salary adjustments, range from 2 to 3%.

Councilman Herreshoff suggested that these might be reduced overall to 1.8%. He added that reducing the non-union increases will help with the union negotiations.

Council Chairman Parella agreed with Councilman Herreshoff that the salary increases should be reduced; noting that some private sector employees receive no salary increases and that 1% for some equals \$800.

Town Administrator Teixeira stated that he based his recommendations upon his interaction with the non-union employees and that he believes that the employees are deserving of the recommended increases. He added that he plans to institute a more formal evaluation process in the future.

Town Administrator Teixeira added a suggestion that the Council should consider the budget overall.

Council Chairman Parella expressed concern regarding the levels of longevity pay.

A discussion ensued regarding health insurance buyback and salary increases in general.

Councilman Calouro suggested that Town Administrator Teixeira's evaluation plan should include "pay for performance."

Council Chairman Parella stated that she believes that the timing for salary increases is poor.

Councilman Herreshoff made a motion (not seconded) that the non-union increases should be limited to 1.5% in anticipation of a "better approach" based upon merit.

Town Administrator Teixeira stated that his recommendations were based upon an informal assessment and considered those deserving of a merit increase.

Councilman Sweeney stated that he was not in favor of "squashing" employee motivation.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Council Chairman Parella stated that she did not believe that reducing salary increases would damage motivation.

Councilman Stuart noted that it may be difficult to compare employees based upon the range of duties and responsibilities.

**Consideration of Asterisked Budget Lines**

**703 - Harbor Patrol  
(New) Town Moorings**

Councilman Herreshoff suggested that the matter might be better resolved by the new harbormaster.

Councilman Calouro stated that it appears to make more sense to provide two new larger transient moorings than one only.

Council Chairman Parella asked to know if funds were available with Town Treasurer Goucher noting that the Harbor Department has unallocated capital funds.

Councilman Herreshoff stated that he believes that the currently available transient moorings are underutilized although he agreed that it would be advisable that a transient mooring should accommodate a larger vessel than those presently accommodated.

A discussion ensued regarding this issue with the Council considering that the project may be completed exclusive of the proposed budget.

Councilman Stuart stated that he supports the idea to have more accommodating public moorings since this is recommended by the economic development advocates.

Council Chairman Parella suggested that the Council might wish to appropriate from unallocated reserves to support the new harbormaster's plan mid-year.

Town Treasurer Goucher cautioned against mid-year appropriations from the reserve account and stated that she could not recommend that action.

Town Treasurer Goucher noted that the Harbor Department has a capital account with \$20,000 available and that the



**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Department may utilize it for the transient moorings now if these are determined to be a priority.

Council Chairman Parella agreed that the Harbor Department should be encouraged to install these moorings utilizing currently available capital funds.

Calouro/Sweeney - Voted  
unanimously to encourage the  
Harbor Department to install the  
proposed moorings, this year,  
utilizing currently available  
capital funds.

**602 - Building Inspection  
(214) Fuel/Mileage**

Councilman Herreshoff asked to know how this may be further considered with Town Administrator Teixeira agreeing to monitor the activity.

Herreshoff/Calouro - Voted  
unanimously to retain the  
recommended amount of \$5000.

**601 - Community Development  
(400) Trail Upgrades**

Director of Community Development Williamson noted that the proposed expenditure was for matching funds.

Councilman Stuart asked to know if the plan is for upgrading the Perry Farm trails with Director of Community Development Williamson responding that the line supports new trails and expanded trails. She suggested that the line might be moved to Parks and Recreation should the Council decide to do so.

Town Administrator Teixeira asked to know if the funds are intended to support design or construction with Director of Community Development Williamson responding that the funds are intended to support both design and construction.

Calouro/Sweeney - Voted  
unanimously to set this line item  
at \$0.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

**(450) Center for Economic Development**

Councilman Stuart stated that the Economic Development Commission has a plan and asked to know if the Commission would utilize the recommended funds or seek an appropriation from the Council with Director of Community Development Williamson responding that the funds in this line would be utilized once a plan is approved.

Councilman Herreshoff asked to know if the Town will replace Mr. Crisman with Council Chairman Parella suggesting that the amount might be reduced to \$15-20,000.

Councilman Stuart stated that he believes that the funds should be used for projects and not for personnel.

Town Administrator Teixeira stated that the program needs to have a responsible individual and that no one has been identified to assume this role.

Councilman Herreshoff stated that the program should be devoid of "fluff."

Town Administrator Teixeira stated that he spoke with an individual who has good ideas but does not wish to have the responsibility. He noted that this person is willing to help with an overall plan.

Councilman Herreshoff suggested that any plan should focus on job creation.

Calouro/Herreshoff - Voted to set this line at \$0 and reconsider in the future. Voting in favor of this motion were Councilman Herreshoff, Councilman Calouro, Councilman Stuart and Councilman Sweeney. Voting opposed was Council Chairman Parella.

**503 - Fixed Charges**

**(0050) (Other) Post Employment Benefits**

Council Chairman Parella suggested that the Council should reduce the amount in this line.

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Town Treasurer Goucher recommended against a reduction and stated that she would prefer if the capital account was reduced instead.

The Council made no changes to this budget line.

**504 - Town Hall Complex  
(600) Web Page Maintenance**

Council Chairman Parella suggested that the line may be left as-is with the understanding that the administration will explore other options.

Calouro/Herreshoff - Voted  
unanimously to maintain this line  
item at the recommended amount  
with the understanding that the  
Administration will pursue other  
options.

**801 - Human Services  
(326) Emergency Fund**

The Council made no changes to this budget line.

**806 - Municipal Observances  
(027) Patriotism**

Herreshoff/Calouro - Voted  
unanimously to increase this  
appropriation by \$1000 (to \$3000  
total).

**806 - Human Resources  
(B) East Bay ARC**

Herreshoff/Calouro - Voted  
unanimously to increase this line  
by \$400 (to \$2575 total)

**(P) Bristol Merchants Association**

Calouro/Herreshoff - Voted  
unanimously to keep this line at  
\$1000 with the possibility of

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

reconsidering same at a later  
date.

**(X) Coggeshall Farm**

Council Chairman Parella suggested that the Town might ask the State DOT to provide better signage.

Sweeney/Calouro - Voted  
unanimously to keep this line at  
\$1500.

**(O) Mosaico Community Development Corporation**

Stuart/Sweeney - Voted to set this  
line at \$4500. Voting in favor of  
this motion were Council Chairman  
Parella, Councilman Stuart, and  
Councilman Sweeney. Voting  
opposed were Councilman Herreshoff  
and Councilman Calouro.

Council Chairman Parella suggested that the Council might consider a larger appropriation for East Bay Community Action and East Bay Center.

**(FF) Explore Bristol**

Calouro/Sweeney - Voted  
unanimously to approve the  
original amount at recommended by  
the Town Administrator (\$30,000)

After the vote taken a discussion ensued regarding Human Resources attendance at the budget workshops.

Councilman Calouro suggested that attendance should be a requirement in order to qualify for a grant.

The Clerk noted that there may be a perceived requirement not to attend since former Town Council Chairmen often dismissed applicants without testimony if the applicant was satisfied with the Town Administrator.

**(HH) Wildlife Rehabilitators**

**TOWN COUNCIL BUDGET WORKSHOP - THURSDAY EVENING  
MARCH 21, 2013**

Calouro/Sweeney - Voted  
unanimously to set this line at  
\$0.

**803 - Parks and Recreation  
(200) Operating  
(232) Utilities**

A discussion ensued regarding the possibility of adding to the Operating and Utilities Accounts in anticipation of the acquisition of the Quinta Gamelin center.

The Council, by consensus, agreed to have these accounts remain as recommended by Town Administrator Teixeira.

Town Treasurer Goucher provided school budget calculation worksheets for Council members' information.

There being no further business, upon a motion by Councilman Stuart, seconded by Councilman Sweeney and voted unanimously, the Chairman declared this meeting to be adjourned at 11:02 o'clock PM.

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Louis P. Cirillo, CMC  
Council Clerk